User manual
Smart Tab 4G

Vodafone
Power to you

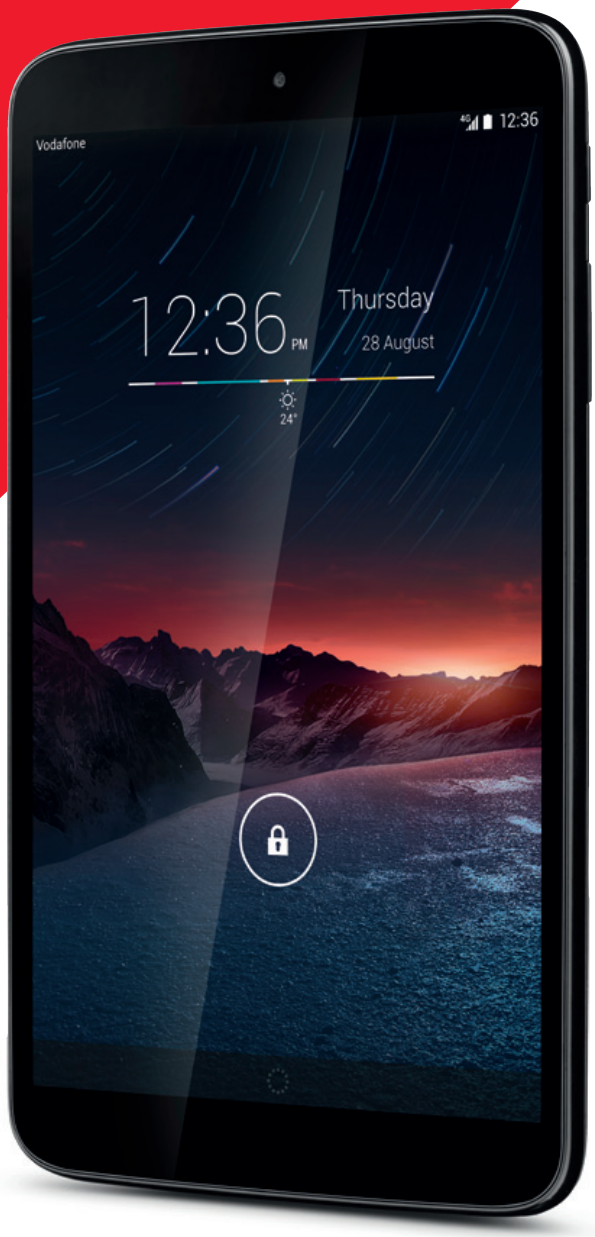


Table of Contents

1 Your device 1

1.1 Keys and connectors 1

1.2 Getting started 3

1.3 Home screen 5

2 Text input 14

2.1 Using Onscreen Keyboard 14

2.2 Swift key 14

2.3 Text editing 14

3 Contacts 16

3.1 Consult your contacts 16

3.2 Managing contact groups 17

3.3 Adding a contact 17

3.4 Editing your contacts 19

3.5 Contacts importing, exporting and sharing 19

3.6 Accounts 20

4 Messaging, Email 21

4.1 Messaging 21

4.2 Gmail/Email 24

4.3 Hangouts 29

5 Calendar & Time 32

5.1 Calendar 32

5.2 Clock 34

6 Getting connected 36

6.1 Connecting to the Internet 36

6.2 Browser 38

6.3 Connecting to Bluetooth devices 44

6.4 Connecting to a computer 45

6.5 Sharing your tablet's mobile data connection 46

6.6 Connecting to virtual private networks 47

7 Google Play Store 49

7.1 Locate the item you want to download and install 49
7.2 Download and install 50
7.3 Manage your downloads 51

8 Multimedia applications 53

8.1 Camera 53
8.2 Gallery 55
8.3 YouTube 57

9 Maps 59

9.1 Get My Location 59
9.2 Search for a location 60
9.3 Star a location 61
9.4 Get driving, public transportation or walking directions 62
9.5 Arrangement of Layers 63

10 Others 64

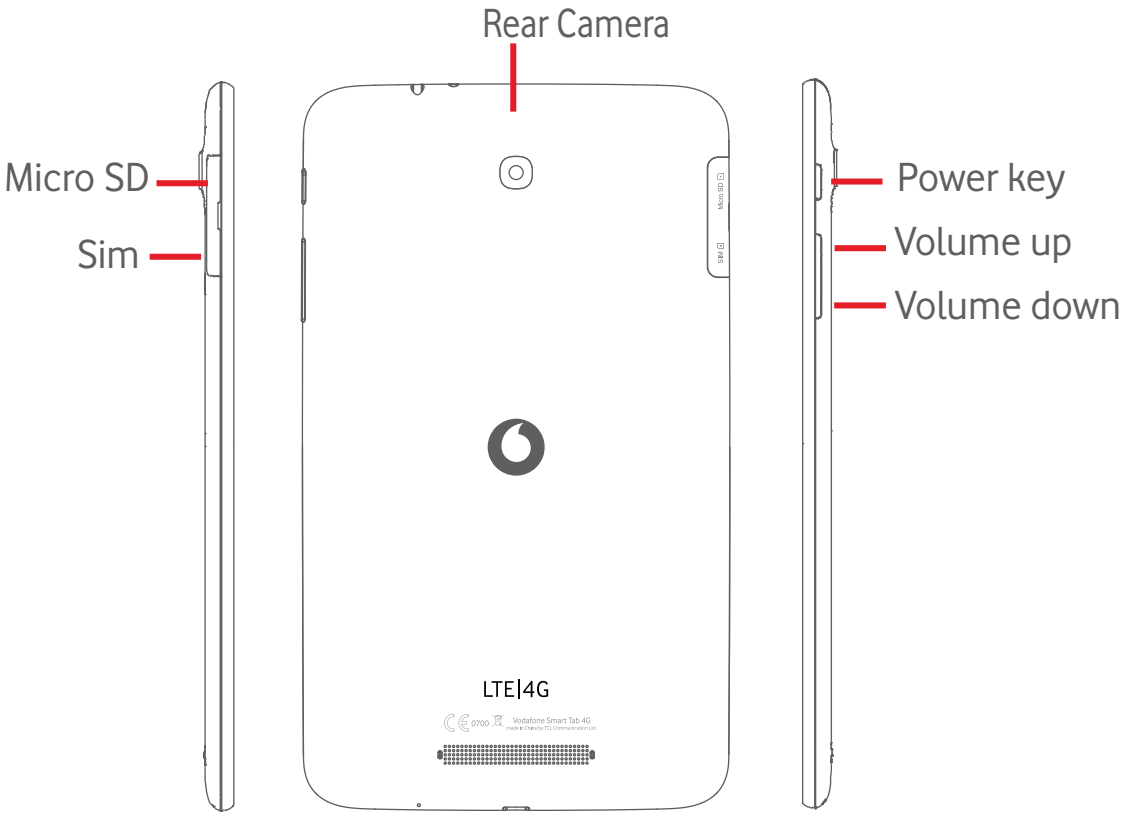
10.1 Calculator 64
10.2 File Manager 64
10.3 Sound Recorder 65
10.4 Kingsoft Office 65
10.5 Peel Smart Remote 65
10.6 Device Manager 66
10.7 Other applications 66

11 Settings 67

11.1 Wireless & networks 67
11.2 Device 69
11.3 Personal 70
11.4 Accounts 75
11.5 System 75

1 Your device

1.1 Keys and connectors



Multitask key

- Touch to open a list of thumbnail images of applications you've worked with recently.

Home key

- While on any application or screen, touch to return to the Home screen.

Back key

- Touch to go back to the previous screen, or to close a dialog box, options menu, the notification panel, etc.

These keys are visible when the screen lights up.

Power key

- Press: Lock the screen/Light up the screen
- Press and hold: Power on or pop up the menu to get more options, such as **Power off**, **Airplane mode**, etc.
- Press and hold **Power** key and **Volume down** key to capture a screenshot.

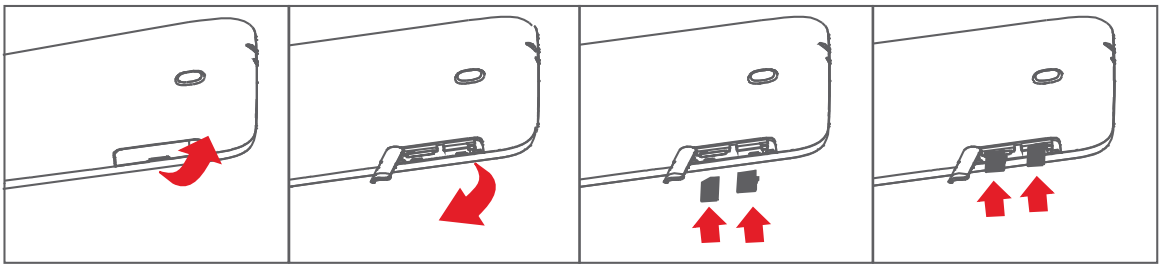
Volume Keys

- In Music/Video/Streaming mode, adjust the media volume.

1.2 Getting started

1.2.1 Set-up

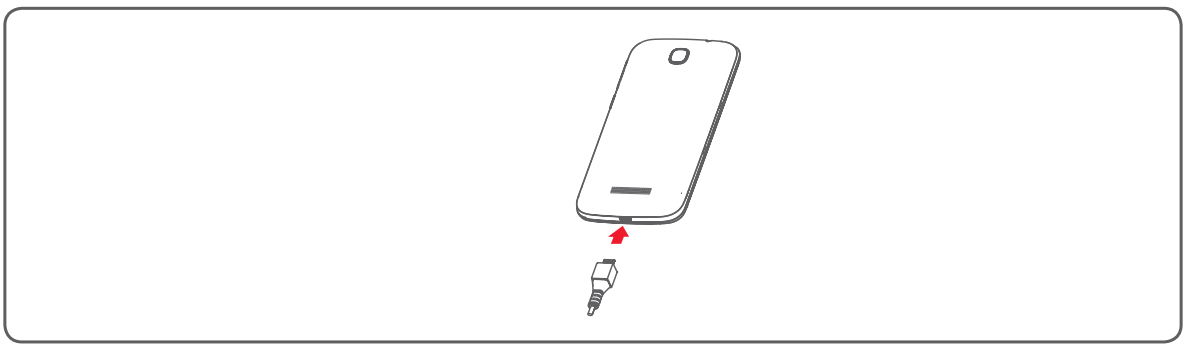
Inserting the micro SIM card & the microSD card



Before inserting/removing the SIM card and the microSD card, you should ensure the tablet is off, to protect it from corruption or damage. In addition, regularly removing or inserting the SD card may cause the tablet to restart.

Your tablet only supports micro-SIM cards. Do not attempt to insert other SIM types like mini and Nano cards, otherwise you may damage your tablet.

Charging the battery



To charge your tablet, connect the charger to your tablet and mains socket.

- When using your tablet for the first time, charge the battery fully (approximately 5 hours).

You are advised to fully charge the battery ( ). Charging status is indicated by the percentage on screen while the tablet is powered off. The percentage increases as the tablet is charged.

To reduce power consumption and energy waste, when battery is fully charged, disconnect your charger from the plug; switch off Wi-Fi, GPS, Bluetooth or background-running applications when not in use; reduce the backlight time, etc.
Adapter shall be installed near the equipment and shall be easily accessible

1.2.2 Power on your tablet

Hold down the **Power** key until the tablet powers on, unlock your tablet (Slide, PIN, Password, Pattern, Face unlock) if necessary and confirm. The Home screen is displayed.

If you do not know your PIN code or if you have forgotten it, contact your network operator. Do not leave your PIN code with your tablet. Store this information in a safe place when not in use.

Set up your tablet for the first time

The first time you power on the tablet, you should set the following options:

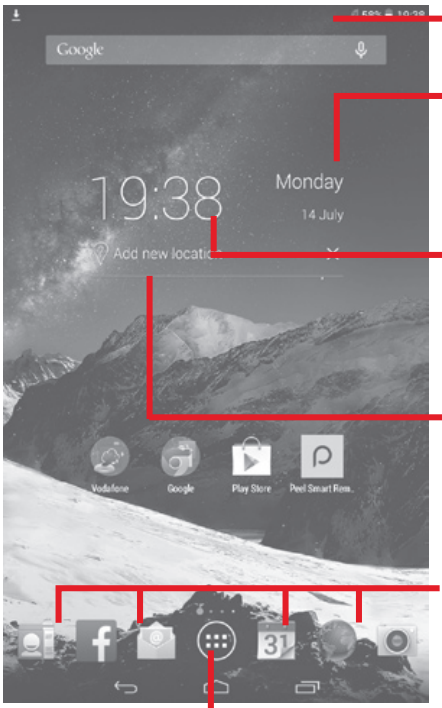
- Select the tablet's language, then touch **Start**.
- Select Mobile data connection you want to use, then touch **Next**.
- **Setup your Google account**: If you have a Google Account, touch **Set up now**, then enter your user name and password. You can also touch **Skip** to get the next step.
- Set **Date and Time.** You can also choose **Automatic time zone**, then touch **Finish**.
- Touch **Skip**, then the Setup complete screen will display,
- When the tablet is powered on, you can connect to a Wi-Fi network, without a SIM card inserted (refer to section "**6.1.2 Wi-Fi**"), to sign into your Google account and to use some features.

1.2.3 Power off your tablet

Hold down the **Power** key until a pop-up menu appears, then select **Power off** to confirm.

1.3 Home screen

You can bring all your favourite icons (applications, shortcuts, folders and widgets) to your home screen for quick access. Touch the **Home** key to switch to Home screen.



Status bar

- Status/Notification indicators.

Smart Day View

- Touch to enter Calendar screen to set date.

Smart Day View

- Touch to enter Clock screen to set time.

Smart Day View

- Touch to set a location to show its daily temperature.

Favorite tray applications

- Touch to launch the application.
- Touch and hold to move or change applications.

Application tab

- Touch to see all applications.

The Home screen extends on either side of the screen to allow more space for adding applications, shortcuts etc. Slide the Home screen horizontally left and right to get a complete view of the Home screen. The page indicators above the apps tray indicate which screen you are viewing.

1.3.1 Using the touchscreen

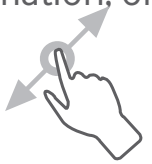
Touch

To access an application, touch it with your finger. When the tablet is in standby mode, double touch the screen to wake up the tablet.

Touch and Hold

Touch and hold the home screen to access **Widgets**, **Wallpapers**, and **Settings** screen. Touch and hold an App on the home screen to remove the app. Touch and hold an app on the app launcher to get app information, or uninstall the app.

Drag

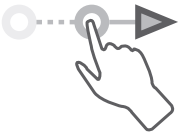


Place your finger on any item to drag it to another location.

Slide/Swipe

Slide the screen to scroll up and down the applications, images, web pages... at your convenience.

Flick

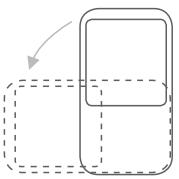


Similar to swiping, but flicking makes it move quicker.

Pinch/Spread

Place your fingers of one hand on the screen surface and draw them apart or together to scale an element on the screen.

Rotate



Automatically change the screen orientation from portrait to landscape by turning the tablet sideways to have a better view.

1.3.2 Status bar

From status bar, you can view both tablet status on the right side and notification information on the left side.

Status icons

	GPRS connected		No signal (gray)
	GPRS in use		Roaming
	EDGE connected		No SIM card inserted
	EDGE in use		Signal strength (blue)
	3G connected		Ringer is silenced
	3G in use		Tablet microphone is mute
	HSPA connected		4G in use
	HSPA in use		4G connected
	Connected to a Wi-Fi network		Battery is partially drained
	Bluetooth is on		Battery is full
	Connected to a Bluetooth device		Battery is charging
	Airplane mode		Battery is very low
	Alarm is set		Battery is low

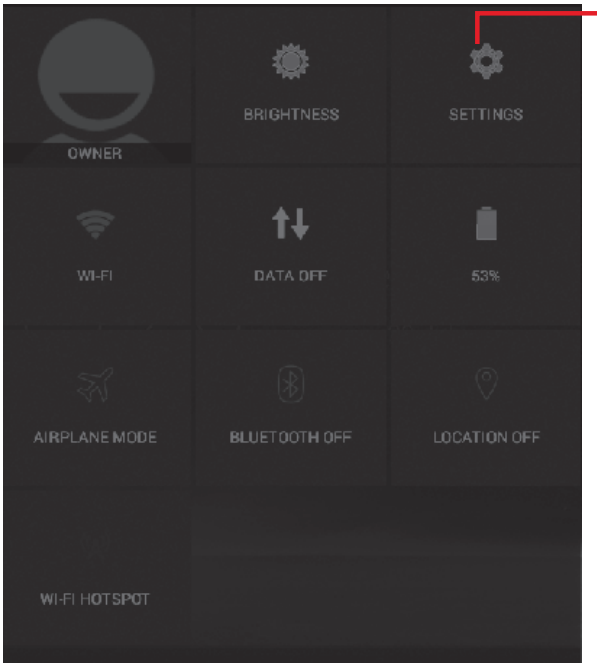
	Headset connected		

Notification icons

	New text or multimedia message		USB tethering is on
	Problem with SMS or MMS delivery		Portable Wi-Fi hotspot is on
	New Hangouts message		Uploading data
	New voicemail		Downloading data
	Upcoming event		Select input method
	Data is synchronizing		An open Wi-Fi network is available
	Song is playing		Tablet is connected via USB cable
	Screenshot captured		

Quick setting panel

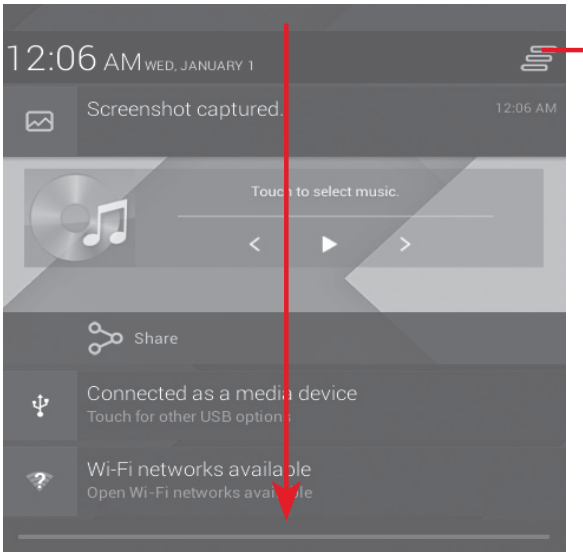
Touch and drag down the Status bar on the right to open the Quick settings panel, where you can enable or disable functions or change modes by touching the icons. Touch and drag up to close the panel.



Touch to access **Settings**, where you can set more items

Notification panel

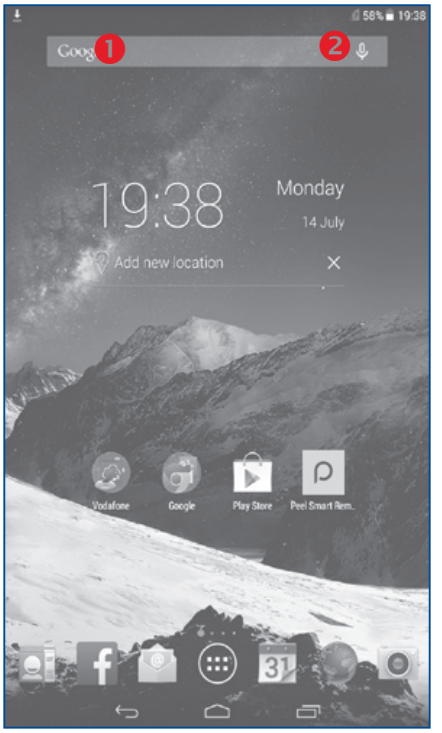
When there are notifications, touch and drag down the Status bar on the left to open the Notification panel to read the detailed information. Touch and drag up to close the panel.



Touch to clear all event–based notifications (other ongoing notifications will remain)

1.3.3 Search bar

The tablet provides a Search function which can be used to locate information within applications, the tablet or the web.



❶ Search by text

- Touch Search bar from the Home screen.
- Enter the text/phrase you want to search for.
- Touch on the keyboard if you want to search on the web.

❷ Search by voice

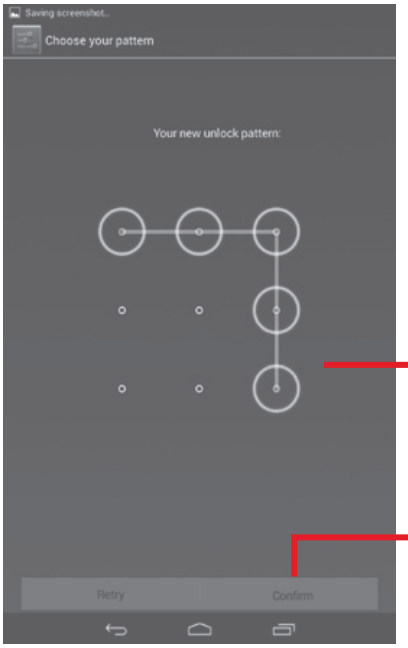
- Touch from Search bar to display a dialog screen.
- Speak the word/phrase you want to search for. A list of search results will display for you to select from.

1.3.4 Lock/Unlock your screen

To protect your tablet and privacy, you can lock the tablet screen by choosing slide or creating a variety of patterns, PIN or password, etc.

To create a screen unlock pattern (refer to section "Screen lock" for detailed settings)

- Drag down the Quick settings panel and touch the settings icon to enter **Settings**, then touch **Security\Screen lock\Pattern**.
- Draw your own pattern.



Draw your unlock pattern

Touch to confirm by drawing pattern again

To create a screen unlock PIN/Password

- Touch **Settings\Security\Screen lock\PIN** or **Password.**
- Set your PIN or password.

To lock tablet screen

Press the **Power** key once to lock the screen.

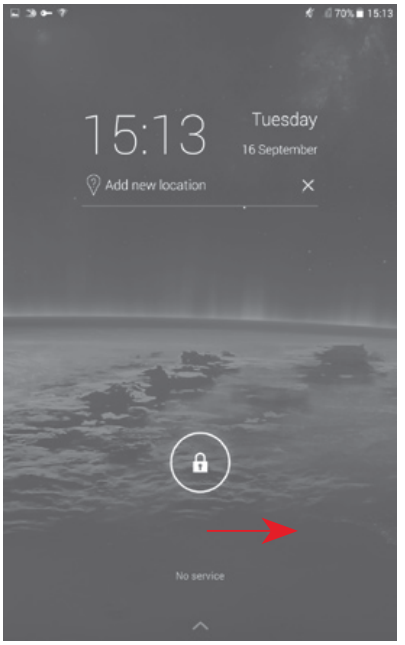
Palm and Lock

- Drag down the Quick setting panel and touch the settings icon to enter **Settings**, then touch **Security**.
- Mark/Unmark the checkbox of **Palm and Lock** to enable/disable the feature. When the feature is enabled, putting your palm on any screen will lock the screen.

To unlock tablet screen

Press the power key once to light up the screen, draw the unlock pattern you have created or enter PIN or password, etc. to unlock the screen.

If you have chosen **Slide** as the screen lock, touch and drag the icon to the right to unlock the screen.



1.3.5 Personalize your Home screen

Add

You may touch and hold a folder, an application or a widget to activate the Move mode, and drag the item to any Home screen as you prefer.

Reposition

Touch and hold the item to be repositioned to activate the Move mode, drag the item to the desired position and then release. You can move items both on the Home screen and the Favorite tray. Hold the icon on the left or right edge of the screen to drag the item to another Home screen.

Remove

Touch and hold the item to be removed to activate the Move mode, drag the item up to the top of **Remove**, and release after the item turns red.

Create folders

To improve the organization of items (shortcuts or applications) on the Home screen, you can add them to a folder by stacking one item on top of another.

Wallpaper customization

Touch and long press the blank area in Home screen, then touch Wallpaper to customize wallpaper.

1.3.6 Volume adjustment

Using volume key

Press **Volume** key to adjust the volume. To activate the Silent mode, press the **Volume down** key until the tablet silent.

Using Settings menu

Drag down the notification panel and touch the settings icon to enter **Settings**, then touch **Sound**, you can set the volume of calls renting, notification, system and etc. to your preference.

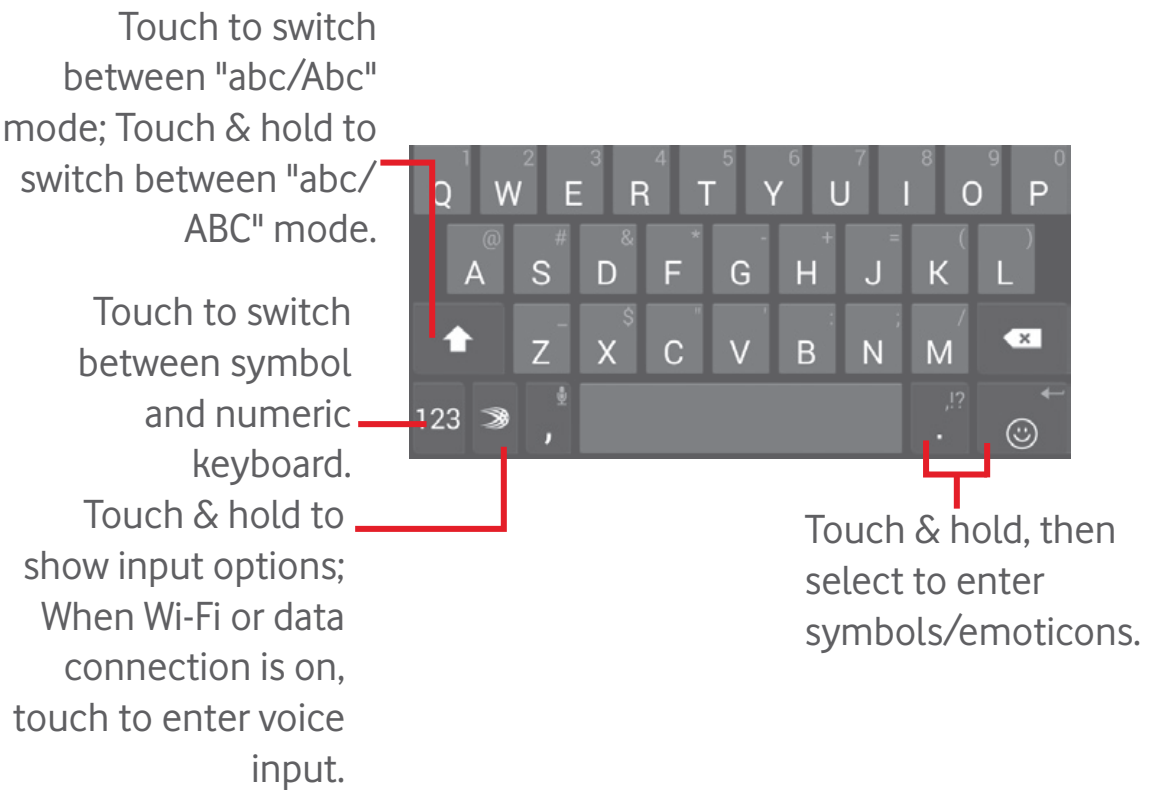
2 Text input

2.1 Using Onscreen Keyboard

Onscreen Keyboard settings

Touch the Application tab from the Home screen, select **Settings\ Language & input**, touch the Settings icon on the right of **Swift key**, a series of settings are available for your selection.

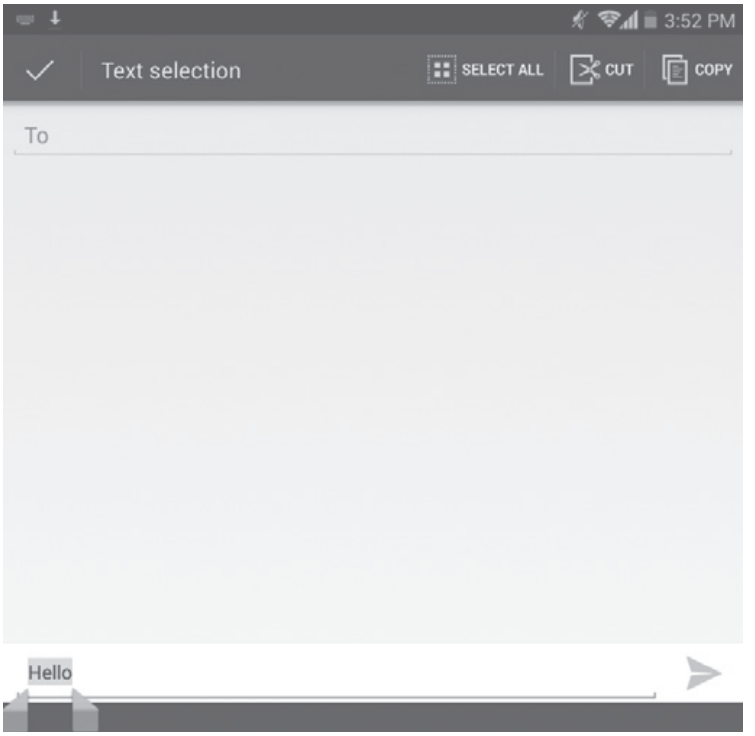
2.2 Swift key


Touch to switch between "abc/Abc" mode; Touch & hold to switch between "abc/ ABC" mode.
Touch to switch between symbol and numeric keyboard.
Touch & hold to show input options; When Wi-Fi or data connection is on, touch to enter voice input.
Touch & hold, then select to enter symbols/emoticons.
123

2.3 Text editing

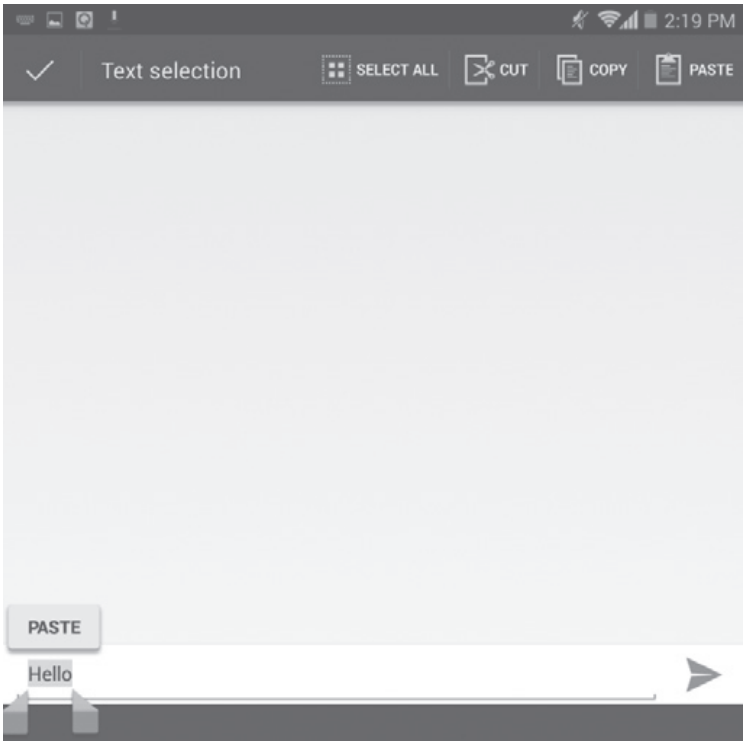
You can edit the text you have entered.

- Touch and hold or double-tap within the text you would like to edit.
- Drag the tabs to change the high-lighted selection.
- Following options will show: **Select all**, **Cut** , **Copy** , **Paste** .



You can also insert new text

- Touch where you want to type, or touch and hold a blank space, the cursor will blink and the tab will show. Drag the tab to move the cursor.
- If you have selected any text, touch the tab to show **PASTE** icon which allows you to paste any text you have previously copied.



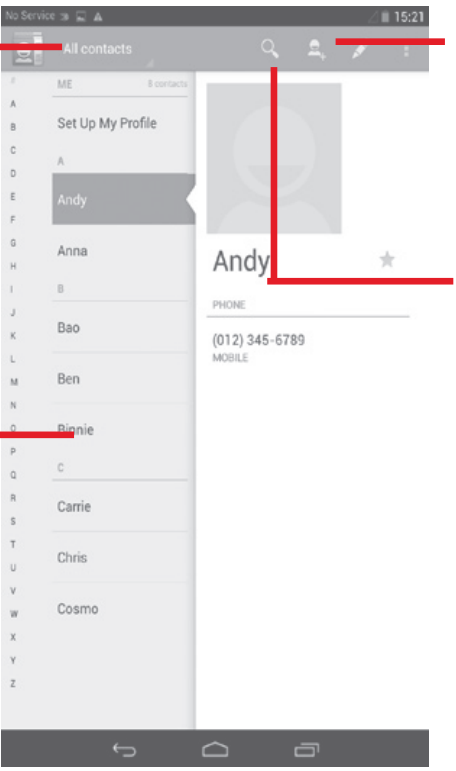
3 Contacts

Contacts enables quick and easy access to the people you want to reach.

You can view and create contacts on your tablet and synchronize these with your Gmail contacts or other applications.

3.1 Consult your contacts

Touch to view your contact groups and favorite contacts.



Touch to add a new contact.

Touch to search in **Contacts.**

Touch icon to open Quick Contact panel.

Touch the **Menu** key to display contacts list option menu.

Following actions are enabled:

- **Share** Share contacts with others by sending the contact's vCard to them via Bluetooth, Email, etc.
- **Delete** Select and delete unwanted contacts.

- **Place on Home screen** Touch to put the contact widget on the Home screen.
- **Contacts to display** Choose contacts to display.
- **Import/Export** Import or export contacts between tablet, SIM card, microSD card and internal storage.
- **Accounts** Manage the synchronization settings for different accounts.
- **Settings** Set contacts' display mode.

3.2 Managing contact groups

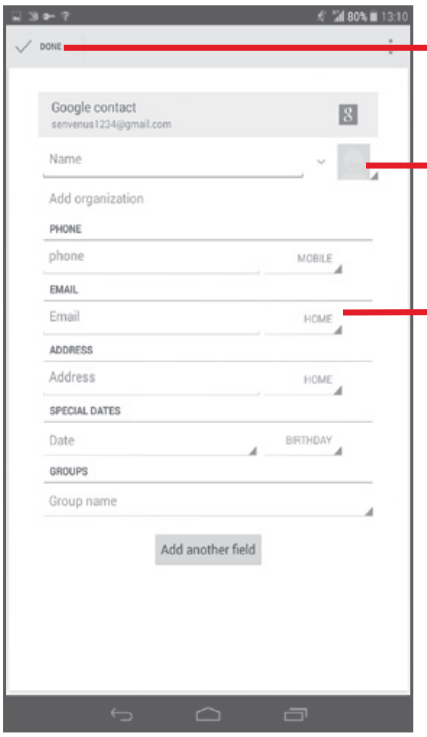
The contact group helps you to improve the organization of your contacts. You can add, remove and view groups in the **Groups** screen.

Touch the **Groups** to view local groups. To create a new group, touch the icon , enter the new name and touch **Done** to confirm. If you have added accounts to your tablet, touch the **Groups** to view groups in accounts.

3.3 Adding a contact

Touch the icon in the contact list to create a new contact.

You are required to enter the contact's name and other contact information. By scrolling up and down the screen, you can move from one field to another easily.



Touch to save.

Touch to select a picture for the contact.

Touch to unfold the other predefined labels of this category.

If you want to add more information, touch **Add another field** to add a new category.

When finished, touch **Done** to save.

To exit without saving, you can touch to choose **Discard**.

Add to/remove from Favorites

To add a contact to Favorites, you can touch a contact to view details then touch to add the contact to Favorites (the star will turn gold in color).

To remove a contact from favorites, touch the gold star on contact details screen.

Only device contacts can be added to Favorites.

3.4 Editing your contacts

To edit contact information, touch to choose the contact, then touch on top of the screen, When finished, touch **Done**.

Delete a contact

To delete a contact, touch the **Menu** key and select **Delete** from contact details screen.

The contact you have deleted will also be removed from other applications on the tablet or web the next time you synchronize your tablet.

3.5 Contacts importing, exporting and sharing

This tablet enables you to import or export contacts between tablet, SIM card, microSD card and tablet storage.

From Contacts screen, touch to open options menu, touch **Import/ Export**, then select to import/export contacts from/to SIM card, Tablet, Tablet storage, Accounts, etc.

To import/export a single contact from/to SIM card, choose an account and target SIM card(s), select the contact you want to import/export, and touch the icon to confirm.

To import/export all contacts from/to SIM card, choose an account and target SIM card(s) mark **Select all** and touch the icon to confirm.

You can share a single contact or contacts with others by sending the contact's vCard to them via Bluetooth, Gmail, etc.

Touch a contact you want to share, touch the **Menu** key , and select **Share** from contact details screen, then select the application to perform this action.

3.6 Accounts

Contacts, data or other information can be synchronized from multiple accounts, depending on the applications installed on your tablet.

To add an account, drag down the notification panel and touch to enter **Settings**, then touch **Add account**.

You are required to select the kind of account you are adding, like Google, Email, etc.

As with other account set-ups, you need to enter detailed information, like username, password, etc.

You can remove an account to delete it and all associated information from the tablet. Open the **Settings** screen, touch the account you want to delete, touch the **Menu** key and select **Remove account**, then confirm.

Turn on/off the sync & Auto-sync

Touch an account to enter the account screen, mark/unmark the checkbox(s) to turn on/off the account's auto-sync. When activated, all changes to information on the tablet or online will be automatically synchronized to each other.

Sync manually

You can also synchronize an account manually on **Accounts** screen, touch an account in the list, then touch the **Menu** key and select **Sync now**.

4 Messaging, Email

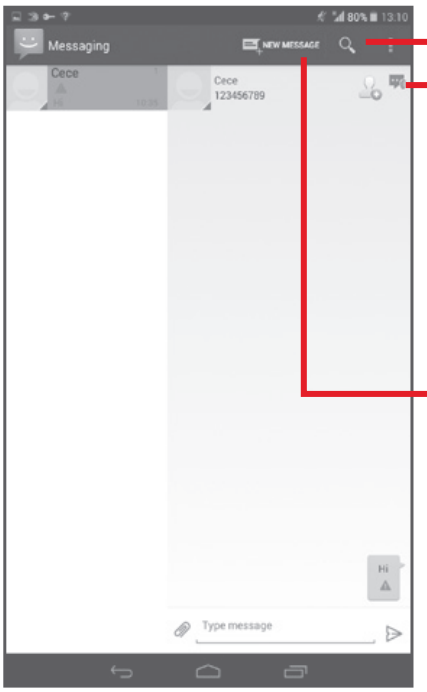
4.1 Messaging

You can create, edit and receive SMS and MMS with this tablet.

To access this feature, touch from the Apps.

4.1.1 Write message

On message list screen, touch the new message icon to write text/ multimedia messages.



Touch to search in all messages.

Touch to view the whole message thread.

Touch to enter contact screen.

Touch to create a new message.

For saved contacts, touch the photo to open the **Quick Contact** panel to communicate with the contact. For unsaved contacts, touch the photo to add the number to your **People.**

Sending a text message

Enter the phone number of the recipient on **To** bar, touch **Type message** bar to enter the text of the message. When finished, touch to send the text message.

An SMS message of more than 160 characters will be charged as several SMS. When the total number of characters you have entered is approaching the 160-character limit, a counter will appear upon the Send option of the text box to remind you how many characters are allowed to be entered in one message.

Specific letters (accent) will increase the size of the SMS, which may cause multiple SMS to be sent to your recipient.

Sending a multimedia message

MMS enables you to send video clips, images, photos, animations, slides and sounds to other compatible mobiles and e-mail addresses.

An SMS will be converted to MMS automatically when media files (image, video, audio, slides, etc.) are attached or subject or email addresses are added.

To send a multimedia message, enter the recipient's phone number in the **To** bar, touch **Type text message** bar to enter the text of the message, touch the **Menu** key to open the option menu, select **Add subject** to insert a subject, and touch to attach picture, video, audio and so on.

When finished, touch MMS to send the multimedia message.

Attach options:

- **Pictures** Access Gallery application or File manager to select a picture as attachment.
- **Capture picture** Access Camera to capture a new picture for attaching.

- **Videos** Access Gallery application or File manager to select a video as attachment.
- **Capture video** Access Camcorder to record a new video for attaching.
- **Audio** Access to select an audio file as attachment.
- **Record audio** Enter Sound Recorder to record a voice message for attaching.
- **Slideshow** Enter Edit slide show screen, touch **Add slide** to create a new slide, and touch currently existing slide to edit it (see following picture). Touch the **Menu** key to get more actions, like setting the slide duration, adding music, etc.

4.1.2 Manage messages

When receiving a message, an icon will appear on status bar as notification. Drag down the status bar to open the Notification panel, touch the new message to open and read it. You can also access the Messaging application and touch the message to open.

Messages are displayed in conversational order.

To reply to a message, touch the current message to enter message-composing screen, enter the text, then touch .

Touch and hold an SMS in message details screen. The following message options are available for selection.

- **Copy text** This option displays when the message is an SMS. Copy the current message content. You can paste it to the enter bar of the new message you are going to compose.
- **Forward** Touch to forward the message to another recipient.
- **View details** Touch to view details of the message.
- **Delete** Delete the current message.

4.1.3 Adjust message settings

You can adjust a set of message settings. From Messaging application screen, touch the **Menu** key and select **Settings**.

4.2 Gmail/Email

The first time you set up your tablet, you can select to use an existing Gmail or to create a new Email account.

4.2.1 Gmail

As Google's web-based email service, Gmail is configured when you first set up your tablet. Gmail on your tablet can be automatically synchronized with your Gmail account on the web. Unlike other kinds of email accounts, each message and its replies in Gmail are grouped in your inbox as a single conversation; all emails are organized by labels instead of folders.

To create and send emails

- Touch the icon from Inbox screen.
- Enter recipient(s)'s email address in **To** field, and if necessary, select **Add Cc/Bcc** to add a copy or a blind copy to the message.
- Enter the subject and the content of the message.
- Touch the **Menu** key and select **Attach file** to add an attachment.
- Finally, touch the icon to send.
- If you do not want to send the mail out right away, you can touch the **Menu** key and select **Save draft** or touch to save a copy. To view the draft, touch the icon , then select **Drafts**.

If you do not want to send or save the mail, you can touch the **Menu** key and then select **Discard**.

To add a signature to emails, touch the **Menu** key and select **Settings** from inbox screen, choose an account, then touch **Signature**.

To receive and read your emails

When a new email arrives, you will be notified by a ringtone or vibration, and an icon will appear on Status bar.

Touch and drag down the Status bar to display the Notification panel, touch the new email to view it. Or you can also access the Gmail Inbox label and touch the new mail to read it.

You can search for an email by sender, receiver, subject, etc.

- Touch the icon from Inbox screen.
- Enter the keyword you want to search for in the searching box and touch in the soft keyboard.

To reply or forward emails

- **Reply** — When viewing an email, touch to reply the sender of this mail.
- **Reply all** — Touch and select "**Reply all**" to send message to all people in a mail loop.
- **Forward** — Touch to forward the received mail to other people.
- — To assign a star or remove the star from the conversation

Managing Gmail by Labels

To conveniently manage conversations and messages, you can organize them using a Label.

To label a conversation when reading a conversation's messages, touch the icon and select the label to assign to the conversation.

To view conversations by labels when viewing your inbox or another conversation list, touch the icon , then touch a label to view a list of conversations with that label.

To manage labels, touch **MANAGE LABELS** from Labels screen.

Mark the checkbox to select email to activate batch mode, and generate the following options:

- Touch to archive the email message. To display the archived messages, you can touch in Inbox screen then touch **All mail**.
- Touch to delete the email message.
- Touch to mark an email message as read or unread.
- Touch to move the email to another folder.

Gmail settings

To manage Gmail settings, touch the **Menu** key and select **Settings** in Inbox screen.

General settings

- **Archive & delete actions** Touch to show/hide message actions.
- **Swipe to archive** Mark the checkbox to archive when you swipe the screenshot in conversation list.
- **Sender image** Mark the checkbox to show beside name in conversation list.
- **Reply all** Mark the checkbox to make the default responding to messages.
- **Auto-fit messages** Mark the checkbox to zoom in/out the messages to fit the screen.

- **Auto-advance** Touch to select which screen to show after you delete or archive a conversation.
- **Confirm before deleting** Mark the checkbox to confirm before deleting emails.
- **Confirm before archiving** Mark the checkbox to confirm before archiving emails.
- **Confirm before sending** Mark the checkbox to confirm before sending emails.

Touch an account, the following settings will show:

- **Inbox type** To set this inbox as the default one or priority one.
- **Inbox categories** Touch to mark the checkbox to show/hide in the INBOX screen.
- **Notifications** Select to activate notification when a new email arrives.
- **Inbox sound** Touch to set Sound, Vibrate and Notify once.
- **Signature** To add a signature text to the end of each mail you send.
- **Vacation responder** Touch to set automatic reply.
- **Sync Gmail** Touch to turn on/off Gmail sync.
- **Days of mail to sync** Touch to set the duration of days for mail sync.
- **Manage labels** Touch to open the Label screen, where you can manage synchronization and notifications.
- **Download attachments** Mark the checkbox to auto download attachments to recent messages via Wi-Fi.

- **Images** Mark the checkbox to show beside name in conversation list.

4.2.2 Email

Besides your Gmail account, you can also set up external POP3 or IMAP email accounts in your tablet.

To access this function, touch **Email** from Home screen.

An email wizard will guide you through the steps to set up an email account.

- Enter the email address and password of the account you want to set up.
- Touch **Next**. If the account you entered is not provided by your service provider in the device, you will be prompted to go to the email account settings screen to enter settings manually. Or you can touch **Manual setup** to directly enter the incoming and outgoing settings for the email account you are setting up.
- Enter the account name and display name in outgoing emails.
- To add another email account, you can touch **Menu** key and **Settings**. Touch **Add account** on the right of the title to create.

Create and send emails

- Touch the icon from Inbox screen.
- Enter recipient(s) email address(es) in **To** field.
- If necessary, touch menu key to select**+ CC/BCC** to add a copy or a blind copy to the message.
- Enter the subject and the content of the message.
- Touch **Menu** key , then select **Attach file** to add an attachment.
- Finally, touch to send**.**
- If you do not want to send the mail right away, you can touch **Menu** key and **Save draft** or touch **Back** key to save a copy.

Receive and read your emails

When a new email arrives, you will receive a notification.

Touch **Email** from the home screen and touch the new mail to read it.

You can search for an email by sender, receiver, subject, etc.

- Touch the icon from Inbox screen.
- Enter the keyword you want to search for in the searching box and touch in the soft keyboard.

4.3 Hangouts

Google's instant messaging service, Hangouts, lets you communicate with your friends whenever they are connected to this service.

To access this feature and sign in, touch Application tab from the Home screen, then touch **Hangouts**. All friends added by using Hangouts from the web or tablet will be displayed in your friends list.

Touch your account to set your online status.

Touch the text box below your online status to enter your status message.

To sign out, touch the **Menu** key from Friends list to display options, then select **Sign out**. Or you can also select **Sign out** from online status.

4.3.1 Chatting with your friends

To start a chat, touch the name of a friend in your Friends list, then enter your message and finally touch .

You can invite other friends to join in a group chat by touching the **Menu** key and selecting **Add to chat** and then selecting the friend you want to add.

4.3.2 To add a new friend

From Friends list, touch the icon to add a new friend. Enter the Hangouts ID or Gmail address of the friend you want to add, and then touch **Done**.

A notification with this invitation will be received by the friend. By touching the invitation, the friend can select **Block**, **Decline** or **Accept** in response.

4.3.3 To close a chat

When you want to end a chat, touch the **Menu** key from Chatting screen directly, and then select **End chat**.

If you want to end all chats, touch the **Menu** key and select **End all chats** from Friends list screen.

4.3.4 To manage your friends

Besides adding new friends to your friends list, the following actions are available for your choice:

- **To view all friends/most popular friends** — By default, only friends that you frequently communicate with are displayed in Friends list. To view all friends, touch the **Menu** key and select **Display options**, then touch **Name**. To return to displaying most popular friends screen, touch **Availability** or **Recently** from **Display options**.
- **To block/ Remove a friend** — To block a friend from exchanging messages or remove them from your friends list, touch the **Menu** key and select **Friend info** from Chatting screen, then touch **Block** or **Remove**. All blocked friends can be viewed by touching the **Menu** key and selecting **Settings**, touch an account then choose **Blocked friends**. To unblock a friend, touch the name of this friend and touch **OK** when prompted.

4.3.5 Settings

A series of settings are available for your selection by touching the **Menu** key selecting **Settings** from Friends list screen, and choose an account.

- **Mobile indicator** Select to display an indicator icon along with your name in other people's Friends list.
- **Away when screen off** Select to set status as Away when the screen is turned off.
- **Invitation notifications** Select to activate the notification function on status bar when a new message arrives.
- **IM/Video chat notifications** Touch to set the notification way for text or Video chat.
- **Notification/ Video chat ringtone** Touch to choose a ringtone for notification or Video chat.
- **Blocked friends** Touch to show/unblock blocked friends.
- **Clear search history** Touch to clear previous chat search history from showing up in the Search box.
- **Manage account** Touch to add, remove or sync your accounts.
- **Terms & privacy** Touch to show more information about **Talk**.

5 Calendar & Time

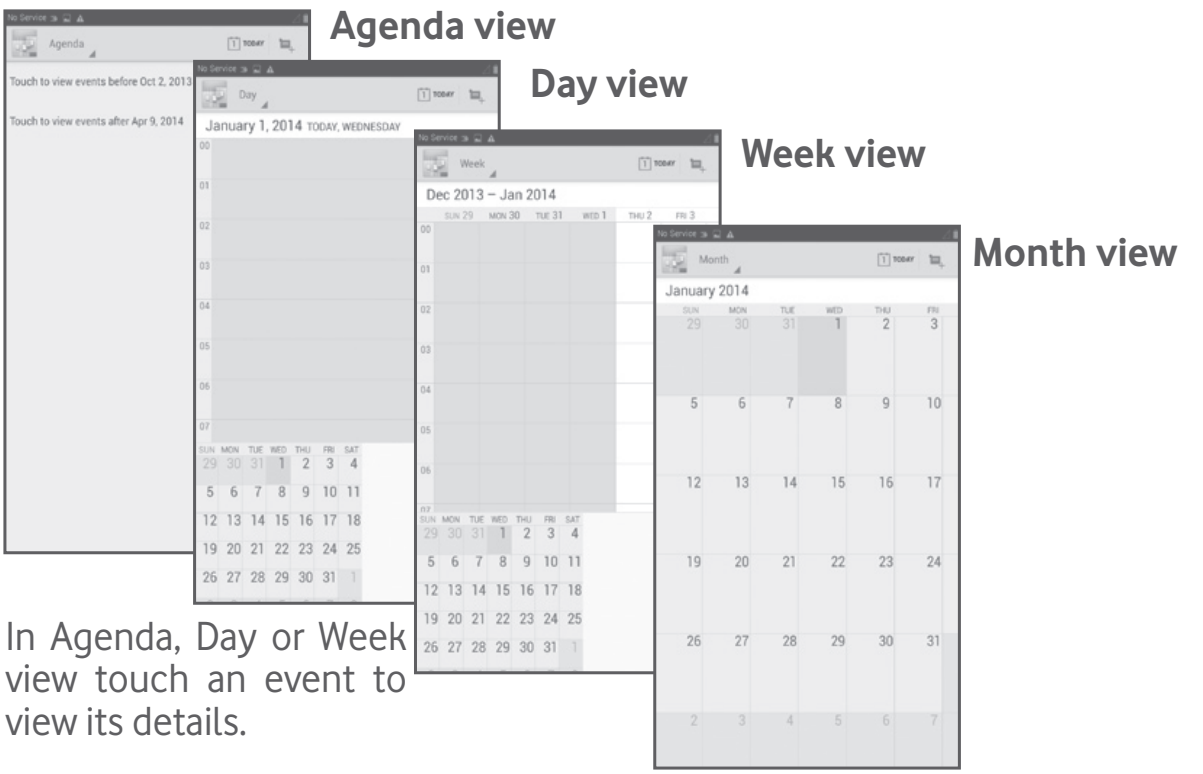
5.1 Calendar

Use Calendar to keep track of important meetings, appointments, etc.

5.1.1 Multimode view

You can display the Calendar in daily, weekly, monthly, or agenda view.

- Touch the **Week** label on the top of the screen to change your Calendar view, and a drop-down menu will display for you to choose. Touch the icon TODAY to return to Today's view.


Agenda view
Day view
Week view
Month view
Touch to view events before Oct 2, 2013
Touch to view events after Apr 9, 2014
January 1, 2014 TODAY, WEDNESDAY
Dec 2013 – Jan 2014
January 2014

In Agenda, Day or Week view touch an event to view its details.

Touch a day in Month view to open that day's events.

5.1.2 To create new events

You can add new events from any Calendar view.

- Touch the icon to access new event edit screen.
- Fill in all required information for this new event. If it is a whole-day event, you can select **All day**.
- Invite guests to the event. Enter the email addresses of the guests you want to invite with commas to separate. The guests will receive an invitation from Calendar and Email.
- When finished, touch **DONE** from the top of the screen.

To quickly create an event from Day, Week view screen, touch and hold an empty spot or an event to open Option menu, then touch **New event** to enter the event details screen of the time you have previously selected. Or you can also touch the empty spot to select the target area which will turn blue, and tap again to create the new event.

5.1.3 To delete or edit an event

To delete or edit an event, touch the event to enter details screen, touch the icon to set a default calendar color, touch the icon to edit the event, and touch the icon to delete.

5.1.4 Event reminder

If a reminder is set for an event, the upcoming event icon will appear on Status bar as a notification when the reminder time arrives.

Touch and drag down the status bar to open the notification panel, touch event name to view Calendar notification list.

Touch **Snooze** to turn off all event reminders for 5 minutes.

Touch **Back** to keep the reminders pending on the status bar and the notification panel.

Important options by touching the **Menu** key from Calendar main screen:

- **Refresh** To refresh the calendar
- **Search** To search in the calendar
- **Settings** To make a series of Calendar settings

5.2 Clock

Clock application includes four applications – **World clock**, **Alarm**, **Timer** and **Countdown**.

Touch **Alarm** to add or set an alarm.

5.2.1 To set an alarm

From **Clock** screen, touch to enter **Alarm** screen, touch to add a new alarm. Set hour and minute on the clock, and touch **Done** to confirm. Following options will show:

- **Repeat** Touch to select days you want alarm to work
- **Ringtone** Touch to select a ringtone for the alarm
- **Label** Touch to set a name for the alarm

Touch to delete the selected alarm.

5.2.2 To adjust alarm settings

Touch Menu icon from **Alarm** screen and touch **Settings**. The following options can now be adjusted:

- **Style** Touch to select the clock style: Analog or Digital.
- **Automatic home clock** Mark the checkbox to activate Automatic home clock feature.
- **Home time zone** Touch to choose a home time zone.

- **Snooze length** Touch to set temporary turn off time of an alarm
- **Silence after** Touch to set the duration of alarms
- **Volume buttons** Touch to set side **Volume up/down** key behaviors when alarm sounds: **None**, **Snooze** or **Dismiss**
- **Alarm volume** Touch to set the alarm volume.

6 Getting connected

To connect to the internet with this tablet, you can use GPRS/EDGE/3G/LTE networks or Wi-Fi, whichever is most convenient.

6.1 Connecting to the Internet

6.1.1 GPRS/EDGE/3G/LTE

To create a new access point

A new GPRS/EDGE/3G/LTE network connection can be added to your tablet with the following steps:

- Drag down notification panel and touch to access **Settings**.
- Touch **More...\Mobile networks\Access Point Names**
- Touch to add **New APN**.
- Enter the required APN information.
- When finished, touch **OK** to confirm.

To activate/deactivate Data roaming

When roaming, you can decide to connect/disconnect to a data service.

- Drag down notification panel and touch to access **Settings**.
- Touch **More\ Mobile networks**
- Touch to select from popup options: **Data enabled, Data roaming.**
- When Data roaming is deactivated, you can still perform data exchange with a Wi-Fi connection (refer to "**6.1.2 Wi-Fi**").

6.1.2 Wi-Fi

Using Wi-Fi, you can connect to the Internet when your tablet is within range of a wireless network. Wi-Fi can be used on your tablet even without a SIM card inserted.

To turn Wi-Fi on and connect to a wireless network

- Touch on quick setting panel to get to **Settings**.

- Touch the switch beside Wi-Fi to turn on/off Wi-Fi.
- Touch **Wi-Fi**, the detailed information of detected Wi-Fi networks is displayed in the Wi-Fi networks section.
- Touch a Wi-Fi network to connect. If the network you selected is secured, you are required to enter a password or other credentials (you may contact your network operator for details). When finished, touch **Connect**.

To activate notification when a new network is detected

When Wi-Fi is on and the network notification is activated, the Wi-Fi icon will appear on the status bar whenever the tablet detects an available wireless network within range. The following steps activate the notification function when Wi-Fi is on:

- Drag down notification panel and touch to access **Settings**.
- Touch **Wi-Fi**. Then touch the **Menu** key and select **Advanced** from Wi-Fi screen.
- Mark/Unmark the **Network notification** checkbox to activate/deactivate this function.

To add a Wi-Fi network

When Wi-Fi is on, you may add new Wi-Fi networks according to your preference.

- Drag down notification panel and touch to access **Settings**.
- Touch **Wi-Fi**, and then touch .
- Enter the name of the network and any required network information.
- Touch **Save**.

When successfully connected, your tablet will be connected automatically the next time you are within range of this network.

To forget a Wi-Fi network

The following steps prevent automatic connections to networks which you no longer wish to use.

- Turn on Wi-Fi, if it's not already on.
- In the Wi-Fi screen, touch & hold the name of the saved network.
- Touch **Forget network** in the dialog that opens.

To connect your tablet with other Wi-Fi Direct devices

When Wi-Fi is on, you may activate **Wi-Fi Direct** and connect the tablet with other Wi-Fi Direct devices to exchange data.

- Drag down notification panel and touch to access **Settings**.
- Touch **Wi-Fi**. Then touch the **Menu** key and select **Wi-Fi Direct** from Wi-Fi screen.
- To make your tablet more recognizable, touch **Device name,** enter a name, and touch **OK** to confirm.
- Touch **Search for Devices** to display peer devices, then choose a desired device to pair with.
- Follow the instructions appeared on the two devices to pair with each other. When the two devices are connected, files can be transmitted between each other.

To disconnect/unpair from a Wi-Fi Direct device

- Touch the paired device you want to unpair.
- Touch **OK** on the popup dialog to disconnect from the paired device.

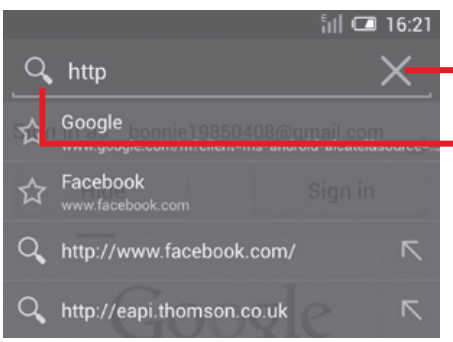
6.2 Browser

Using Browser, you can enjoy surfing the Web.

To access this function, touch Browser icon on the home screen..

To go to a web page

On Browser screen, touch the URL box at the top, enter the address of the web page, then touch **Go** to confirm.



Touch to delete all contents

Touch to search and go to this address

To set homepage

- Touch the **Menu** key from Browser screen to display option menu, touch **Settings\General\Set home page**.
- Choose a page or most visited website as your homepage.
- If you choose **Other**, enter the URL of the website you want to set as your homepage, touch **OK** to confirm.

6.2.1 Viewing web pages

When opening a website, you can navigate on web pages by sliding your finger on the screen in any direction to locate the information you want to view.

To zoom in/out of a web page

Pinch/Spread your finger on the screen to zoom out/in of the web page.

To quickly zoom into a section of a web page, double-tap on the section you want to view. To return to normal zoom level, double-tap again.

To find text on a web page

- Touch the **Menu** key from web page screen, then select **Find on page**.
- Enter the text or phrase you want to find.
- The first word with matching characters will be highlighted on the screen, and subsequent matches will be boxed.
- Touch the up or down arrow to switch to the previous or next matching items.
- When finished, you can touch or the **Back** key to close the search bar.

Further operations for the text on a web page

You can copy, share or search the text from a web page:

- Touch and hold the text to highlight the text.
- Move the two tabs to select the text.
- Touch SELECT ALL to select all words in this web screen.

- Touch to copy the selected text.
- When finished, touch or the **Back** key to deactivate the mode.

To open new window/switch between windows

Multiple windows can be opened at the same time for your convenience.

- Touch to open a new window.
- Touch the and select **New incognito tab** to open a window without any trace.
- To close a window, touch on the window you want to close.

Other options:

- **Refresh** To refresh the current page.
- **New tab** To open a new tab.
- **Share page** To share the current page with your friends via various ways, like Messaging, Email, Bluetooth, etc.
- **Find on page** To input contents you want to find on the current page.
- **Request desktop site** To enable/disable computer version websites.
- **Page info** To show the details of the current page.
- **Homepage** To get back to the home page you set.

6.2.2 Manage links, history and downloads

To manage a link, address displayed on a web page

- **Link** Touch the link to open the web page.

  Touch and hold the link to open options for further operation, like open in new window, save link, copy link URL, etc.

- **Address** Touch to open Google Maps and locate the address.

To view Browser history

- Touch the icon from Browser screen.

To download a web application/view your downloads

Before downloading a web application, you need to enable your tablet to install web applications (touch the **Menu** key from the Home screen, touch **Settings\Security**, mark the checkbox of **Unknown sources**, finally touch **OK** to confirm).

To download an item, touch the item or the link you want to download.

To view items you have downloaded, touch the application **Downloads**.

Manage bookmarks

To bookmark a web page

- Open the web page you want to bookmark.
- Touch the star on the right of link.
- Enter the name and the location if needed and touch **OK** to confirm.

To open a bookmark

- Touch the icon to enter the **Bookmarks** screen.
- Touch the bookmark you want to open.
- You can also touch and hold to display the options screen, then touch **Open** or **Open in new tab.**

To edit a bookmark

- Touch the icon to enter the **Bookmarks** screen.
- Touch and hold the bookmark you want to edit.
- Touch **Edit bookmark**, and input your changes.
- When finished, touch **OK** to confirm.

Touch and hold a bookmark in the bookmark list to view these additional options:

- **Add shortcut to Home** To add a bookmark shortcut to the Home screen.
- **Share link** To share the bookmark.
- **Copy link URL** To copy the bookmark link.
- **Delete bookmark** To delete a bookmark.
- **Set as homepage** To set this page as the homepage.

6.2.3 Settings

A series of settings are available for your adjustment. To access Browser settings, touch from Browser screen, and select **Settings**.

General

- **Set home page** Touch to set homepage.
- **Form auto-fill** Mark the checkbox to fill out web forms with a single touch.

Privacy & security

- **Clear cache** Touch to clear locally cached content and databases.
- **Clear history** Touch to clear the browser history.
- **Show security warnings** Mark the checkbox to show warning if there is a problem with a site's security.
- **Accept cookies** Mark to allow sites to save and read cookie data.
- **Clear all cookie data** Touch to clear all browser cookies.
- **Remember form data** Mark the checkbox to remember data in forms for later use.

- **Clear form data** Touch to clear all the saved form data.
- **Enable location** Mark the checkbox to allow sites to request access to your location.
- **Clear location access** Touch to clear location access for all websites.
- **Remember passwords** Mark the checkbox to save usernames and passwords for websites.
- **Clear passwords** Touch to clear all saved passwords.

Accessibility

- **Text scaling** Slide to change the size of the text display.
- **Zoom on double-tap** Slide to change the magnification level when double-tapping the page.
- **Minimum font size** Slide to change the minimum font size.

Advanced

- **Set search engine** Touch to select a search engine.
- **Open in background** Mark the checkbox to open new windows behind the current one.
- **Enable JavaScript** Mark the checkbox to enable JavaScript.
- **Enable plug-ins** Mark the checkbox to enable plug-ins.
- **Website settings** Touch to view advanced settings for individual websites.
- **Default zoom** Touch to select the magnification level by default.

- **Open pages in overview** Mark the checkbox to open web pages zoomed out, in an overview.
- **Auto-fit pages** Mark the checkbox to format web pages to fit the screen.
- **Block pop-up** Mark the checkbox to prevent pop-up windows.
- **Text encoding** Touch to select the character-encoding standard.
- **Reset to default** Touch to clear all browser data and to reset all settings to default.

Bandwidth management

- **Search result preloading** Touch to enable/disable browser to preload search results in the background.
- **Web page preloading** Touch to enable/disable browser to preload the linked web pages in the background.
- **Load images** Mark the checkbox to display images on web pages.

Labs

- **Quick controls** Mark the checkbox to enable quick controls and hide app and URL bars.

6.3 Connecting to Bluetooth devices

Bluetooth is a short-range wireless communication technology that you can use to exchange data, or connect to other Bluetooth devices for various uses.

To access this function, drag down notification panel and touch to access **Settings**. Then touch **Bluetooth**, your device and other available ones will display on the screen.

To turn on Bluetooth

- Drag down notification panel and touch to access **Settings**.
- Touch ON to activate/deactivate Bluetooth function.

To make your tablet more recognizable, you can change your tablet name which is visible to others.

- Touch and select **Rename tablet**.
- Enter a name, and touch **Rename** to confirm.

To make device visible

- Drag down notification panel and touch to access **Settings**.
- Turn on **Bluetooth**.
- Touch your device to make it visible or invisible.
- Touch and select **Visibility timeout** to select the visible time.

To pair/connect your tablet with a Bluetooth device

To exchange data with another device, you need to turn Bluetooth on and pair your tablet with the Bluetooth device with which you want to exchange data.

- Drag down notification panel and touch to access **Settings**.
- Turn on **Bluetooth**.
- Touch **SEARCH FOR DEVICES**.
- Touch a Bluetooth device you want to be paired with in the list.
- A dialog will popup, touch **Pair** to confirm.
- If the pairing is successful, your tablet connects to the device.

To disconnect/unpair from a Bluetooth device

- Touch the Settings icon beside the device you want to unpair.
- Touch **Unpair** to confirm.

6.4 Connecting to a computer

With the USB cable, you can transfer media files and other files between microSD card/internal storage and computer.

To connect/disconnect your tablet to/from the computer:

- Use the USB cable that came with your tablet to connect the tablet to a USB port on your computer. You will receive a notification that the USB is connected.
- If you use MTP or PTP, your tablet will be automatically connected.

To disconnect (from mass storage):

- Unmount the microSD card on your computer.
- Open the Notification panel and touch **Turn off**.

For the operating system Windows XP or lower, you should download and install Windows Media Player 11 on your computer from the following link: http://windows.microsoft.com/zh-CN/windows/download-windows-media-player.

To locate the data you have transferred or downloaded in the internal storage, touch **File Manager**, all data you have downloaded is stored in **File Manager**, where you can view media files (videos, photos, music and others), rename files, install applications into your tablet, etc.

To format a microSD card

- Drag down notification panel and touch to access **Settings**.
- Touch **Storage.**
- Touch **Erase SD card**. On the screen a popup warns you that formatting the microSD card will erase its contents, touch **Erase SD card**.

6.5 Sharing your tablet's mobile data connection

You can share your tablet's mobile data connection with a single computer via a USB cable (USB tethering) or with up to eight devices at once by turning your tablet into a portable Wi-Fi hotspot.

The functions below may incur additional network charges from your network operator. Extra fees may also be charged in roaming areas.

To share your tablet's data connection via USB

Use the USB cable that along with your tablet to connect the tablet to a USB port on your computer.

- Drag down notification panel and touch to access **Settings**.
- Touch **More...\Tethering & portable hotspot**.
- Mark\Unmark the checkbox of **USB tethering** to activate/deactivate this function.

To share your tablet's data connection as a portable Wi-Fi hotspot

- Drag down notification panel and touch to access **Settings**.
- Touch **More...\Tethering & portable hotspot**.
- Touch the switch beside **Wi-Fi hotspot** to activate/deactivate this function.

To rename or secure your portable hotspot

When Portable Wi-Fi hotspot is activated, you could change the name of your tablet's Wi-Fi network (SSID) and secure its Wi-Fi network.

- Drag down notification panel and touch to access **Settings**.
- Touch **More...\Tethering & portable hotspot\Wi-Fi hotspot**.
- Touch **Set up Wi-Fi hotspot** to change the network SSID or set your network security.
- Touch **Save**.

6.6 Connecting to virtual private networks

Virtual private networks (VPNs) allow you to connect to the resources inside a secured local network from outside that network. VPNs are commonly deployed by corporations, schools, and other institutions so that their users can access local network resources when not inside that network, or when connected to a wireless network.

To add a VPN

- Drag down notification panel and touch to access **Settings**.
- Touch **More...\VPN settings** and then touch .

- In the screen that opens, follow the instructions from your network administrator to configure each component of the VPN settings.
- Touch **Save**.

The VPN is added to the list on the VPN settings screen.

Before adding a VPN, you should set a lock screen pattern, PIN code or password for your tablet.

To connect/disconnect to a VPN

To connect to a VPN:

- Drag down notification panel and touch to access **Settings**.
- Touch **More...\VPN settings**.
- VPNs you have added are listed; touch the VPN you want to connect with.
- In the dialog that opens, enter any requested credentials and touch **Connect**.

To disconnect:

- Open the Notification panel and touch the resulting notification for the VPN disconnection.

To edit/delete a VPN

To edit a VPN:

- Drag down notification panel and touch to access **Settings**.
- Touch **More...\VPN settings**.
- VPNs you have added are listed; touch & hold the VPN you want to edit.
- Touch **Edit profile**.
- After finished, touch **Save**.

To delete:

- Touch and hold the VPN you want to delete, in the dialog that opens, touch **Delete profile**.

7 Google Play Store [1]

Google Play Store is an online software store, where you can download and install applications and games to your Android Powered Tablet.

To open Google Play Store:

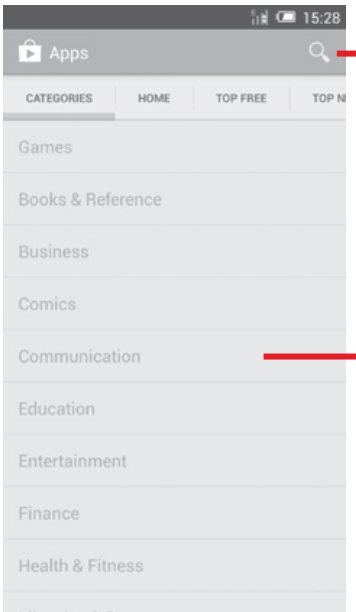
- Touch **Google Play Store** from home screen.
- For the first time you access Google Play Store, a screen with terms of service pops up for your attention, touch **Accept** to continue.

Touch , then select **Help** to enter Google Play Store help page for more information on this function.

7.1 Locate the item you want to download and install

Google Play Store home page provides several ways to find applications. It show applications and games in categorized listings.

Touch and select **My apps** to see all your downloads.



Touch to search in **Google Play Store**.

Slide up and down to see all categories.

[1] Depending on your country and operator.

Touch a category on Google Play Store screen to browse its contents. You can also select a subcategory if there is any. Within each category you can select to view items sorted by Top free, Top new free, Trending, etc.

Touch the Google Play Store icon on the top left of the screen or touch **Back** key to return to the previous screen.

7.2 Download and install

To download & install:

- Navigate to the item you want to download, and select to enter the details screen from which you can read its description, overall rating or comments, view developer's information, etc.
- Touch **INSTALL** to preview the functions and data the application can access on your tablet if you install it.
- Touch **ACCEPT**.
- The progress of the download will show on the details screen, touch to stop downloading the item. You can also access this screen through Notification panel.
- After download and installation have finished, you will see a notification icon on the status bar.

Be especially cautious with applications that have access to many functions or to a significant amount of your data. Once you accept, you are responsible for results of using this item on your tablet.

To open the application you have downloaded:

- On Google Play Store screen, touch and select **My apps**.
- Touch the installed application in the list, then touch **Open**.

To buy an application[1]

On **Google Play Store**, some applications are labeled as free, while some

[1] Google Paid applications may not be available to users in some countries.

of them are to be paid for before downloading and installing.

- Touch the application you want to buy.
- Touch the price on the up-right of the screen to preview the functions and data the application can access on your tablet if you install it.
- Touch **Continue** to confirm.
- When making your first purchase, you are required to input your credit card information and to log in to Google payment and billing service.
- If your account has multiple credit card accounts, select one to proceed.
- Select the Terms of service link and read the document. When finished, touch **Back** key.
- Mark the checkbox if you agree with the terms of service.
- Touch **Buy now** at the bottom of the screen.

When finished, Android downloads the application.

To request a refund

If you are not satisfied with the application, you can ask for a refund within 15 minutes of the purchase. Your credit card will not be charged and the application will be removed. If you change your mind, you can install the application again, but you will not be able to request a refund.

- Touch and select **My apps** from Google Play Store screen.
- Touch the application that you want to uninstall and refund.
- Touch **Refund** to uninstall the application and refund. If the button becomes **Uninstall**, your trial period has expired.
- In the survey form, select the answer that best matches your reason, and touch **OK**.

7.3 Manage your downloads

After you downloaded and installed an application, the following further operations are available for your selection.

View

On Google Play Store screen, touch and select **My apps**.

Uninstall

On Google Play Store screen, touch and select **My apps**. Touch the application you want to uninstall to enter the details screen, touch **Uninstall**, and finally touch **OK** to confirm.

Refund

On Google Play Store screen, touch and select **My apps**. Touch the application you want to uninstall for a refund, touch **Refund**, and finally touch **OK** to confirm.

Update notification

On Google Play Store screen, touch and select **My apps**. Touch and select **Settings\Notifications** to enable update notification.

Auto update

To auto update all installed applications, touch and select **My apps** from Google Play Store screen. Touch and select **Settings\Auto-update apps** to enable this function.

To auto update one specific application, mark the checkbox of **Allow automatic updating** from the details screen,

Rate and review

Open the details screen for an application, touch the stars under **RATE & REVIEW** to award and input comments, touch **OK** to confirm.

Flag

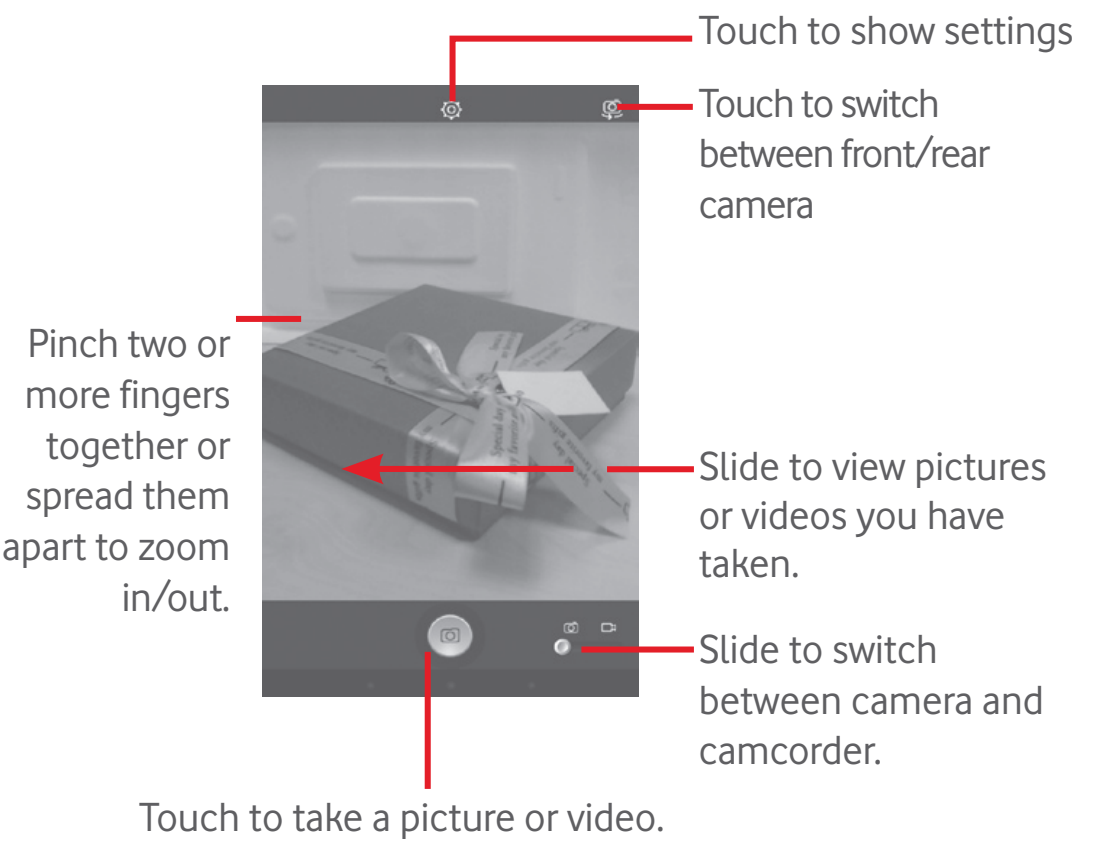
You can report an inappropriate application to Google Play Store by flagging it. Open the details screen for the application, scroll to the bottom and touch **Flag as inappropriate**, enter the reason and finally touch **Submit**.

8 Multimedia applications

8.1 Camera

Your tablet is fitted with a Camera for taking photos and shooting videos.

Before using the Camera, please be sure to open the protective lens cover before use to avoid it affecting your picture quality.


Touch to show settings
Touch to switch between front/rear camera
Pinch two or more fingers together or spread them apart to zoom in/out.
Slide to view pictures or videos you have taken.
Slide to switch between camera and camcorder.
Touch to take a picture or video.

To take a picture

The screen acts as the viewfinder. First position the object or landscape in the viewfinder, touch icon to take the picture which will be automatically saved.

To shoot a video

First position the object or landscape in the viewfinder, and touch icon to start recording. Touch to pause recording, touch to save the video.

Further operations when viewing a picture/video you have taken

- Touch the icons below the screen to share and edit the photo or video you have taken.
- Touch the photo icon to access **Gallery**.

8.1.1 Settings in framing mode

Before taking a photo/shooting a video, touch the icon to adjust a number of settingsin framing mode.

Back camera shooting mode

Touch the icon to access camera settings and below options will display for your choice:

- **Normal** — Touch to turn on the normal mode.
- **Panorama** — Touch to turn on panorama function. Press the **Shutter** button or the **Volume** key to start taking panoramic photo and move the tablet towards your capture direction and overlap the two lines. Once the nine slots below the screen are filled, the tablet will automatically save the photo.
- **Night** — Touch to turn on night function.

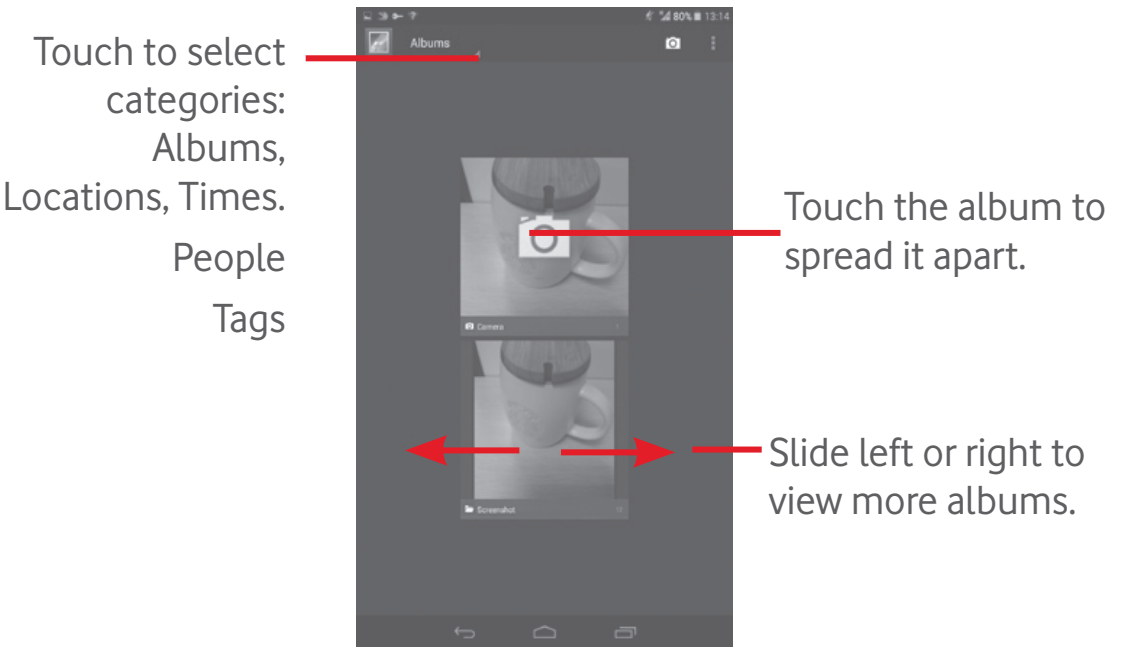
Front camera shooting mode

Switch to front camera, touch the icon to access camera settings and below options will display for your choice:

- **Make up** — Touch to turn on/off Make up function.
- **Expression (4-shot)** — Touch to turn on expression (4-shot) function and once four photos taken, the tablet will automatically synthesize and save in one picture.

8.2 Gallery

Gallery acts as a media player for you to view photos and playback videos. In addition, a set of further operations to pictures and videos are available for your choice.


Touch to select categories: Albums, Locations, Times.
People
Tags
Albums
Touch the album to spread it apart.
Slide left or right to view more albums.

To view a picture/play a video

Pictures and videos are displayed by albums in **Gallery**.

- Touch an album and all pictures or videos will spread the screen.
- Touch the picture/video directly to view or play it.
- Slide left/right to view previous or next pictures/videos.

Working with pictures

You can work with pictures by editing them, sharing them with friends, setting them as contact photo or wallpaper, etc.

Touch , selecet **Edit**, more options will be displayed for you to choose.

❶ Touch to save the modified picture.

❷ Touch to undo the previous modification.

❸ Touch to redo the previous modification.

Batch operation

Gallery provides a multi-select function, so that you can work with pictures/videos in batches.

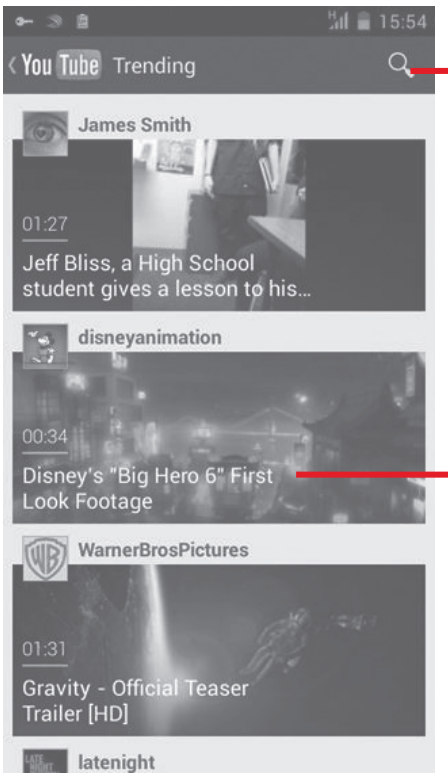
Open the main Gallery window or an album, touch icon and select **Select album** or **Select item** to activate batch operation mode (you can also touch and hold one album/picture), then touch albums/pictures you want to work on. Touch icon to delete selected ones. Touch to share selected ones.

8.3 YouTube

YouTube is an online video-sharing service where the user can download, share and view videos. It supports a streaming function that allows you to start watching videos almost as soon as they begin downloading from the Internet.

As an online video service, your tablet must have a network connection to access YouTube.

All videos in YouTube are grouped into several categories, like Most Popular, Most Discussed, Featured Videos, etc.



Touch to search for a video.

Touch to play the video and to show more information.

By touching the **Setting** from YouTube screen, you can set General settings and Search settings for YouTube. For details about these features, please visit the YouTube website: www.YouTube.com.

8.3.1 Watch videos

Touch a video to play it. In the Playing screen, you can view information

and video comments, and also browse links to related videos. You can also rate, share, label as favorite, create a new playlist, etc. from this screen.

To exit video playing screen, touch **Back** key to return to the video list.

9 Maps

9.1 Get My Location

9.1.1 Choose a data source to decide My Location

Drag down notification panel and touch to access **Settings**, touch **Location access**.

Turn on **GPS satellites** to set GPS as My Location data source.

9.1.2 Open Google Maps and view My Location

Touch **Maps** from the Home screen.

Touch icon on the map to view **My Location**.

The map will then center on a blue dot with a blue circle around. Your actual position is within the blue circle.

To move the map, drag the map with your finger.

To zoom in and out of a map, pinch or spread your fingers, or you can also zoom in by double-tapping a location on screen.

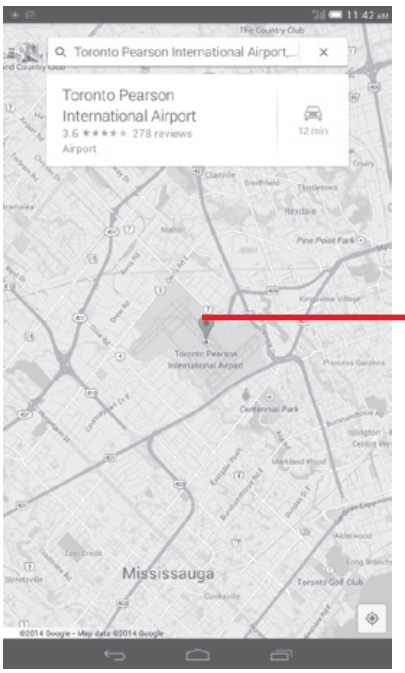
To clear the map history, touch and **Settings**, select **Maps history**, then touch .

9.2 Search for a location

While viewing a map, touch the search icon to activate search function.

In the search box, enter an address, a city or a local business.

Touch the search icon to search, and in a while your search results will appear on the map as red dots. You can touch one to show a label.



Touch to show more information

9.3 Star a location

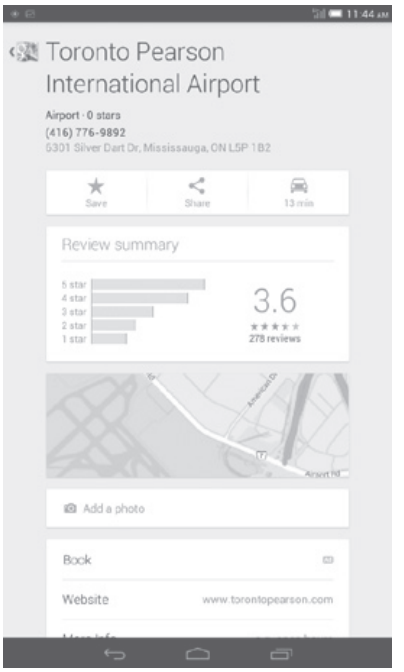
Just like bookmarking a web address on the Internet, you can star any position on the map for later use.

9.3.1 How to star (or unstar) a location

Touch a location on a map

Touch the address rectangle that opens

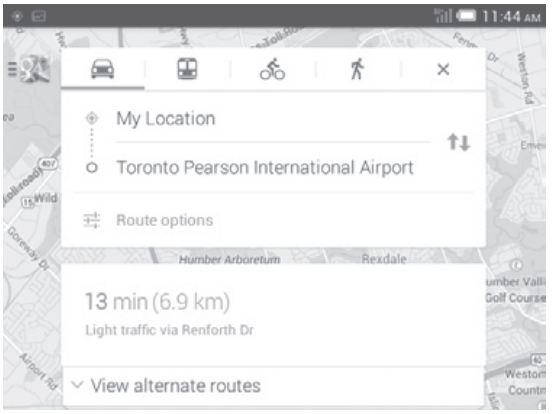
Touch the gray star at the top of the screen to star the location. (Or touch a gold star to unstar that location.)



9.4 Get driving, public transportation or walking directions

9.4.1 Get suggested routes for your trip

Touch icon from Maps screen.



- Touch enter bar or the triangle to edit your start point by one of the following methods: entering an address, using My Location, selecting a start point on a map, selecting a starred item, selecting an address from your contacts or using search history.
- Do likewise for your end point.
- To reverse directions, touch .
- A couple of suggested routes will appear in a list. Touch any routes to view their respective detailed directions.

To get reverse directions for a route you've already made, simply open that route's directions window and touch . No need to enter your start point and end point again.

9.4.2 Preview suggested routes and decide on a route more preferable or feasible to you

You can preview each turn in your route in Navigation, Satellite, and other views.

- Touch a left or right arrow to preview the next or previous leg of your route.

When selecting a more preferable or feasible route, distance and time will be the two most important factors for your evaluation. Distance and estimated time will be displayed at the top of the directions screen.

9.4.3 Search for locations along your route

Please refer to "**9.2 Search for a location**" for detailed information.

9.5 Arrangement of Layers

Layers allow you to view locations and additional information overlaid on the map. You can add multiple layers or remove only certain layers so you control exactly what information you want visible on the map at one time.

9.5.1 To view multiple layers

Touch icon from Maps screen. All available layers are listed (like Traffic, Satellite, etc.), select one to view.

9.5.2 To clear the map

After you get directions or search on a map, you can clear the markers/ layers that have been drawn: touch and **Settings**, select **Maps history**, then touch .

10 Others

10.1 Calculator

With Calculator, you can solve many mathematical problems.

To access this function, touch from Home screen and then touch .

Enter a number and the arithmetic operation to be performed, enter the second number, then touch "=" to display the result. Touch to delete digits one by one, touch and hold to delete all at one time.

When some numbers or operations have been entered, touch and hold the entering bar to open a menu offering these further operations:

- **Cut** To cut selected text
- **Copy** To copy selected text
- **Paste** (1) To paste what you have previously copied to the entering bar

10.2 File Manager

To access this function, touch from Home screen and then touch .

File Manager works with both external SD card and internal storage.

File Manager displays all data stored on both microSD card and internal storage, including applications, media files; videos, pictures or audios you have captured; other data transferred via Bluetooth, USB cable, etc.

(1) Option will not appear unless copy or cut operation has been made.

When you download an application from PC to microSD card, you can locate the application on File Manager, then touch it to install it in your tablet.

File Manager allows you to perform and be really efficient with the following common operations: create (sub) folder, open folder/file, view, rename, move, copy, delete, play, share, etc.

10.3 Sound Recorder

To access this function, touch from Home screen and then touch .

Sound Recorder allows you to record voice/sound for seconds/hours.

10.4 Kingsoft Office

To access this function, touch from Home screen and then touch

Kingsoft Office supports Microsoft and Kingsoft Office formats (DOC, DOCX, XLSX, PPT, PPTX and TXT), and has built-in file manager. It allows you to view, edit and save documents locally or using cloud storage.

10.5 Peel Smart Remote

To access this function, touch on the home screen. Then follow the instructions on the screen to set your tablet

Peel Smart Remote turns your tablet into a smart remote to control your TV and DVR.

10.6 Device Manager

To access this function, touch from Home screen and then touch .

Device Manager allows the app Google Play services to erase all data on the tablet, change the tablet's screen-unlock password, lock the screen, and make the tablet ring.

10.7 Other applications [1]

The previous applications in this section are preinstalled on your tablet. To read a brief introduction of the preinstalled 3rd party applications, please refer to the leaflet provided with the tablet. You can also download thousands of 3rd party applications by going to Google Play Store on your tablet.

[1] Application availability depends on country and operator.

11 Settings

Drag down notification panel and touch to access **Settings**.

11.1 Wireless & networks

11.1.1 Wi-Fi

Using Wi-Fi you can now surf the Internet without using your SIM card whenever you are in range of a wireless network. The only thing you have to do is to enter the **Wi-Fi** screen and configure an access point to connect your tablet to the wireless network.

For detailed instructions on using Wi-Fi, please refer to "**6.1.2 Wi-Fi**".

11.1.2 Bluetooth

Bluetooth allows your tablet to exchange data (videos, images, music, etc.) in a small range with another Bluetooth supported device (tablet, computer, printer, headset, car kit, etc.).

For more information on Bluetooth, please refer to "**6.3 Connecting to Bluetooth devices**".

11.1.3 Data usage

You can drag the warning line according to your limitation. You can choose a data usage cycle to view the statistics and related applications of used data by your tablet.

Data usage is measured by your tablet, and your carrier may count differently. Please consider using a conservative limit.

11.1.4 Airplane mode

Mark the checkbox of **Airplane mode** in "more..." menu to simultaneously disable all wireless connections including Wi-Fi, Bluetooth and more.

11.1.5 VPN settings

A mobile virtual private network (mobile VPN or mVPN) provides mobile devices with access to network resources and software applications on their home network, when they connect via other wireless or wired networks. Mobile VPNs are used in environments where workers need to keep application sessions open at all times, throughout the working day, as the user connects via various wireless networks, encounters gaps in coverage, or suspend-and-resumes their devices to preserve battery life. A conventional VPN cannot survive such events because the network tunnel is disrupted, causing applications to disconnect, time out, fail, or even the computing device itself to crash.

For more information on VPN, please refer to "**6.6 Connecting to virtual private networks**".

11.1.6 Tethering & portable hotspot

This function allows you to share your tablet's mobile data connection via USB or as a portable Wi-Fi access point (Please refer to "**6.5 Sharing your tablet's mobile data connection**").

11.1.7 Mobile networks

- **Data enabled**

Enable data access over Mobile network

- **Data roaming**

Connect to data services when roaming

- **Preferred network type**

Touch to view/edit preferences.

- **Access Point Names**

You can select your preferred network with this menu.

11.2 Device

11.2.1 Sound

Use the Sound settings to configure volume and ringtones for different events and environments.

Volume

Volume settings can make user adjust the volume of ringtone, notifications, music, video and alarms, etc.

System

- **Touch sounds** Mark the checkbox to enable sounds to play when touching the action button.
- **Screen lock sound** Mark the checkbox to enable sounds to play when locking and unlocking the screen.
- **Default notification** Touch to choose a ringtone for default notification.

11.2.2 Display

- **Wallpaper** Touch to set the wallpaper.
- **Brightness** Touch to adjust the brightness of the screen.
- **Sleep** Touch to set screen timeout.
- **Font size** Touch to set the fond size.

11.2.3 Storage

Use these settings to monitor the total and available space on your tablet and on your microSD card; to manage your microSD card.

If a warning message comes up saying that tablet memory is limited, you are required to free up space by deleting some unwanted applications, downloaded files, etc.

11.2.4 Battery

In battery management screen you can view the battery usage data since you last connected the tablet to a power source. The screen also shows your battery status and how long it has been used since last charging. Touch one category, then you can learn its specific power consumption.

11.2.5 Applications

The Apps settings allows you to view details about the applications installed on your tablet, to manage their data and force them to stop.

11.3 Personal

11.3.1 Location access

GPS satellites

Check to use your tablet's global positioning system (GPS) satellite receiver to pinpoint your location within an accuracy as close as several meters ("street level"). The process of accessing the GPS satellite and setting your tablet's precise location for the first time will require up to 5 minutes. You will need to stand in a place with a clear view of the sky and avoid moving. After this, GPS will only need 20-40 seconds to identify your precise location.

11.3.2 Security

Set up screen lock

- **None** Touch to disable screen unlock security.

- **Slide** Touch to enable slide unlock mode.
- **Face unlock** Touch to enable face unlock mode.
- **Pattern** Touch to draw pattern to unlock screen.
- **PIN** Touch to enter a numeric PIN to unlock screen.
- **Password** Touch to enter a password to unlock screen.

Owner info

Touch to input owner information which will display on the lock screen.

Double tap to unlock

Mark the checkbox, so you can unlock the screen by double taping the screen.

Palm and Lock

Mark the checkbox, so you can lock any screen by putting your palm on the screen.

Encrypt tablet

You can encrypt your accounts, settings, download apps and their data, media and other files by touching Encrypt tablet.

Make passwords visible

Mark the checkbox to show passwords as you type.

Device administrators

Touch to view or deactivate device administrators.

Unknown sources

Mark the checkbox to permit installation of applications that you obtain

from web sites, emails, or other locations other than Google Play Store.

To protect your tablet and personal data, download applications only from trusted sources, such as Google Play Store.

Verify apps

Mark the checkbox to disallow or warn before installing apps which my cause harm.

Storage type

Touch to choose a storage type.

Trusted credentials

Touch to display trusted CA certificates.

Install from SD card

Touch to install encrypted certificates from the microSD card or Internal Storage.

Clear credentials

Touch to remove all credentials.

11.3.3 Language & input

Use the Language & input settings to select the language for the text on your tablet and for configuring the onscreen keyboard. You can also configure voice input settings and the pointer speed.

Language

Touch to select the language and the region you want.

Spell checker

Mark the checkbox to enable the system to show suggested words.

Personal dictionary

Touch to open a list of the words you've added to the dictionary. Touch a word to edit or delete it. Touch the add button (+) to add a word.

Default

Touch to select a default input method. Touch **Default** to show all input methods. Touch the settings icon to configure a certain input method.

Google Keyboard

The Google keyboard settings apply to the onscreen keyboard that is included with your tablet. The correction and capitalization features affect only the English version of the keyboard. Available options are as follows:

- **Input languages**

Touch to set input language.

- **Auto-capitalization**

Mark the checkbox to have the onscreen keyboard automatically capitalize the first letter of the first word after a period, the first word in a text field, and each word in name fields.

- **Sound on keypress**

Mark the checkbox to play a brief sound each time you touch a key on the onscreen keyboard.

- **Auto correction**

Touch to turn on/off auto correction, or you can also adjust the sensitivity of correction.

- **Show correction suggestions**

Touch to show or not the correction suggestions while typing.

- **Next word suggestions**

Mark the checkbox to popup word suggestions.

- **Advanced settings**

Touch to view more advanced settings for android keyboard, such as **Key popup dismiss delay**, **Suggest Contact name**, etc.

Voice search

Touch to view settings about voice search, such as Language, Speech output, etc.

Text-to-speech settings

- **Preferred engine**

Touch to choose a preferred text-to-speech engine, touch the settings icon to show more choices for each engine.

- **Speech rate**

Touch to open a dialog where you can select how quickly you want the synthesizer to speak.

- **Listen to an example**

Touch to play a brief sample of the speech synthesizer, using your current settings.

11.3.4 Backup and reset

Back up my data

Mark the checkbox to back up your tablet's settings and other application data to Google Servers, with your Google Account. If you replace your tablet, the settings and data you've backed up are restored onto the new tablet for the first time you sign in with your Google Account. If you mark this option, a wide variety of settings and data are backed up, including your Wi-Fi passwords, bookmarks, a list of the applications you've installed, the words you've added to the dictionary used by the onscreen keyboard, and most of the settings that you configure with the Settings application. If you unmark this option, you stop backing up your settings, and any existing backups are deleted from Google Servers.

Back up account

Touch to back up your account.

Automatic restore

Mark the checkbox to restore your backed up settings or other data when you reinstall an application.

Factory data reset

Tablet reset will erase all of your personal data from internal tablet storage, including information about your Google Account, any other accounts, your system and application settings, and any downloaded applications. Resetting the tablet does not erase any system software updates you've downloaded or any files on your microSD card, such as music or photos. If you mark the checkbox - Reserve the content of internal storage before touching **Reset tablet**, any files stored on your tablet's storage will not be erased. If you reset the tablet in this way, you're prompted to re-enter the same kind of information as when you first started Android.

When you are unable to power on your tablet, there is another way to perform a factory data reset by using hardware keys. Press the **Volume up** key and the **power** key at same time until the screen lights up.

11.4 Accounts

Use the settings to add, remove, and manage your Email and other supported accounts. You can also use these settings to control how and whether all applications send, receive, and synchronize data on their own schedules, and whether all applications can synchronize user data automatically.

11.5 System

11.5.1 Date & time

Use Date & Time settings to customize your preferences for how date and time are displayed.

Automatic date & time

Touch to select Use network provided time or Off.

Mark the checkbox to use network provided time.

Automatic time zone

Mark the checkbox to use network-provided time zone. Or unmark to set all values manually.

Set date

Touch to open a dialog where you can manually set the tablet's date.

Set time

Touch to open a dialog where you can manually set the tablet's time.

Select time zone

Touch to open a dialog where you can set the tablet's time zone.

Use 24-hour format

Mark the checkbox to display the time using 24-hour clock format.

Choose date format

Touch to open a dialog where you can select the format for displaying dates.

11.5.2 Accessibility

You use the Accessibility settings to configure any accessibility plug-ins you have installed on your tablet.

Talkback

Touch to turn on/off to activate/deactivate talkback function.

Captions

Touch to set the caption type.

Large text

Mark the checkbox to zoom in text.

Auto-rotate screen

Mark the checkbox to turn on the auto-rotate screen function.

Text-to-speech output

Touch to set the text-to-speech output function.

Magnification gestures

Touch to turn on/off to activate/deactivate zoom in/out function by triple-tapping the screen.

Speak passwords

Mark the checkbox to speak passwords while typing.

Accessibility shortcut

Touch to turn on/off to enable/disable accessibility features.

Touch & hold delay

Touch to adjust the duration of touch and hold delay. This function enables your tablet to differ touch and touch & hold, which may avoid incorrect operations.

11.5.3 Developer options

To access this function, touch **Settings\About tablet**, then touch **Build number** 7 times. Now **Development** is available.

The Developer options screen contains settings that are useful for developing Android applications. For full information, including documentation of the Android applications and development tools, see the Android developer web site (http://developer.android.com).

Take bug report

Touch to select to collect information about your current device state and send as an email message.

Desktop backup password

Touch to set/change/remove desktop full backup password.

Stay awake

Mark the checkbox to prevent the screen from dimming and locking when the tablet is connected to a charger or to a USB device that provides power. Don't use this setting with a static image on the tablet for long periods of time, or the screen may be marked with that image.

Select runtime

Touch to choose a way of selecting runtime.

USB debugging

Mark the checkbox to permit debugging tools on a computer to communicate with your tablet via a USB connection.

Power menu bug report

Mark the checkbox to select to include option in power menu for submitting a bug report.

Allow mock locations

Mark the checkbox to permit a development tool on a computer to control where the tablet believes it is located, rather than using the tablet's own internal tools for this purpose.

Select debug app

Touch to select debug app.

Verify apps over USB

Mark the checkbox to check apps over USB.

Show touches

Mark the checkbox to show visual feedback for touches.

Pointer location

Mark the checkbox to show current touch data.

Show layout bounds

Mark the checkbox to show clip bounds, margins, etc.

Show GPU view updates

Mark the checkbox to show GPU view updates.

Show hardware layers updates

Mark the checkbox to show hardware layers updates.

Debug GPU overdraw

Mark the checkbox to debug GPU overdraw.

Show surface updates

Mark the checkbox to show screen updates.

Window animation scale

Touch to adjust the animation scale for your window.

Transition animation scale

Touch to adjust the animation scale while performing transition.

Animator duration scale

Touch to adjust the animation duration scale.

Disable HW overlays

Mark the checkbox to select to always use GPU for screen compositing.

Force GPU rendering

Mark the checkbox to forcedly use 2D hardware acceleration in applications.

Force 4x MSAA

Mark the checkbox to enable 4x MSAA.

Strict mode enabled

Mark the checkbox to enable strict mode. After enabled, the screen will flash when applications do long operations on the main thread.

Show CPU usage

Mark the checkbox to show current CPU usage.

Profile GPU rendering

Mark the checkbox to use 2D hardware acceleration in applications.

Enable OpenGL traces

Touch to adjust OpenGL traces.

Don't keep activities

Mark the checkbox to destroy all activities as soon as you leave.

Background process limit

Touch to change the limit for background processes.

Show all ANRs

Mark the checkbox to show "Application Not Responding" dialog for background applications.

11.5.4 About tablet

This contains information about things ranging from Legal information, Model number, Firmware version, Baseband version, Kernel version, Build number to those listed below:

System updates

Touch to check for system updates.

Status

This contains the status of the Battery status, Battery level, My tablet number, Network, Signal strength, etc.

Legal information

Touch to view legal information.

Some services and apps may not be available in all countries.
Please ask in-store for details.

Android is a trademark of Google Inc. The Android robot is reproduced or modified from work created and shared by Google and used according to terms described in the Creative Commons 3.0 Attribution Licence.

© Vodafone Group 2014. Vodafone and the Vodafone logos are trade marks of Vodafone Group. Any product or company names mentioned herein may be the trade marks of their respective owners.